

TO: Town Plan Commission/Town Board
FROM: Ric Gillman
RE: Monthly Report
DATE: July 1st through July 31st
 Prepared on

I. Permit Applications Approved and Issued:

NAME	DATE RECEIVED	PROJECT ADDRESS	PERMIT TYPE	C= County T= Town	STATUS
Benjamin Ryder	7/5/2016	2427 Benjamin Blvd	Rental Fee	T	
Benjamin Ryder	7/12/2016	2427 Benjamin Blvd	Change of use	T	
Benjamin Ryder	7/12/2016	2427 Benjamin Blvd	Deck	T	Penalty Fees applied
Kyle Krichten	7/13/2016	359 Mondamin	Accessory	T	

II. Certified Survey Maps

None.

III. Permit Applications in Progress:

NAME	DATE RECEIVED	PROJECT ADDRESS	PERMIT TYPE	C= County T= Town	STATUS
Maciejewski	Not yet	1590 North Shore	Addition	C	Need application and check
Pugliese, Nicole	Not yet	2800 North Shore	Accessory	C	Waiting for permit application
Lemke	10/16/13	Miller Farm Road	Driveway, fire number	T	Reviewed siting with DNR on 5/29/14; wetland delineation required
Slater/McCue	1/20/11	1268 Big Bay Road		C	Waiting for shoreland restoration plan per DNR requirements. Apply for all new permits
LaDuke, Winona	4/28/12 (incomplete)	Middle Road	Land Disturbing Activity, Accessory (x2), Camping Unit	T	Permits for driveway received 12/15
Bergeon, Susan	6/14/2013	2635 Big Bay Road	Principle, sanitary Special use	C	Waiting for sanitary application
Stern	9/4/14	4327 Chippewa	Principle, Sanitary	C	Waiting for application/fees

IV. Permit Applications Denied/Revoked:

Name	DATE	PROPERTY	REASON

V. Violations

Paul Wilharm – developed an access to the lake, cutting deep into the bank. Letter to owner on file and DNR notified. Krubsack Sign. Letter sent

VI. Fire Numbers Issued

VII. Correspondences: Letters/MEMO to

TO	DATE	PROPERTY	REGARDING
William Huset	7/1/16	North Shore Rd	Driveway extension to proposed building site. Met with owners and Arnie. Suspect wetlands and owners will consult with Ann M. Michalski, PSS, PWS, CST WDNR Professionally Assured Wetland Delineator.
Jeff Thune	7/5/16	3437 Big Bay Rd	General inquiry re: Dan (Brother's property). Interested in building on location where an old foundation exists. Legal Nonconforming lot of record, but structure has been abandoned. Questions the use of a trailer in its stead.
Ted Gephart via Michael Collins	7/5/16	Sunny Slope	Letter provided by adjacent property owner apparently authored by Mr. Gephart dated 7/2/2016. Will circulate to the Town Board per receipt of letter addressed to me or the Town Board.
Benjamin Ryder	7/6/15	2427 Benjamin Blvd	Site visit reveals "accessory Dwelling" without UDC inspection. Deck added without permit. Letter of correction and fees sent
James Price	7/7/16	2427 Benjamin Blvd	Update on Ryder properties
Ken Myrhes	7/7/16	912E (west of)	Walked property discussed plans. Wants to re-establish existing drive. No wetland issue. Culvert replacement requires land disturbing permit.
Benjamin Ryder	7/12/16	2427 Benjamin	Fees paid and permits issued.
Jeff Sowl	7/12/16	818 Big Bay	Site visit for culvert install (not driveway) permit need for Land Disturbing Activity

Ted Gephart	7/7/16	Sunny Slope	A letter apparently authored by Mr. Gephart was discussed by a neighboring property owner. This letter indicates Mr. Gephart wishing to start some activity on his property and a request to be on Town Board Agenda. Letter has not been officially recv'd by any one at the Town Hall. A courtesy call to Mr. Gephart was made to inform him that in fact if he authored this letter; it has yet to arrive for any consideration through the Town Hall.
Dan Thuene	7/12/16	3437 Big Bay Rd	Received Rental Permit Application. No fees as of yet including late fee of 50.00 and 2.00 tax filing fee. Referred to Ashland Co. health inspector.
Jeff Sowl	7/12/16	818 Big Bay Rd	Site visit. Wants to install a culvert and fill for access to future building site. No wet land issues or navigable water evident. Fee = Land Disturbing Activity \$50.00. No County permit required.
Sarah Dietrich	7/12/16	Capser Rd	Family owns two adjacent lots, looking for separate access and buildable space.
Titcomb	7/12/16	Casper Rd	Viewed site for clearing, land disturbing activity
Alexandra and Bill Cole	7/26/16	717 Main	Reviewed plans for converting structure to accessory dwelling.
Paul Wilharm	7/26/16	Big Bay Rd	Letter sent describing site visit. Dug out an access to the beach. Letter on file
Gary Krubsack	7/27/16	796 South Shore	Letter sent regarding signage. Site visit on 7/26 Interview regarding complaints filed 7/27/2016
David Boone	7/27/16	1179 Middle Rd	Received application and fee for Variance
David Boone	7/28/16		Letter of receipt and outline of process
Ted Gephart	7/28/16	Sunny Slope	Letter of info regarding vacating
Jason Laumann	7/28/16		715-635-2197 Northwest Regional Planning They are updating the County Ordinance (Shoreline) Reviewed Senate Bill 104 and he is researching effects on our Zoning.

VIII. Complaints Received About

7/27/16 Gene Nelson – Multiple complaints (Krubsack – Sign, other activities without a permit. Coleman – Parking truck at home without CUP. Bell Street Gallery – Eves encroach on setbacks.)

IX. Public Information Requests Stoddard Law Office, seeks all related materials on Brummer Propane “Grandfathering”. Forwarded to Town Administrator and Clerk.

X. Revenue and Expenditures for the Previous Month – This section will be updated following review with Barb Nelson

	Mar 2016	%	Apr 2016	%	May 2016	%	June 2016	%	Jul 2016	%	Aug 2016	%	2016 BUDGET
Expenditures	\$8,389.00	18%	\$10,473	23%									\$46,354
Revenue: Building permits	\$836.00	20%	\$993.00	25%									\$4,000
Revenue: Zoning permits	\$235.00	2%	\$2,855.00	22%									\$13,000
REVENUE TOTAL	\$1,071.00	6%	\$3,848.00	23%									\$17,000

Revenues for May 2016 total \$1,552.50 received as follows:

\$525.00 County Building Permits
\$927.50 Town Building Permits
\$100.00 Town Zoning Permits

Revenues for June 2016 total \$1,238.00 received as follows:

\$388.00 Town Building Permits
\$850.00 Town Zoning Permits

Revenues for July 2016 total 623.00 received as follows:

Rental Permit 112.00
\$511.00 Town Zoning Permits

XI. New Business

XII. Old Business

Planning and Zoning Department priorities for the next month:

- Work with property owners and agents on projects and issue permits.
- Fire number project
- Camping Units Inventory
- Develop filing system for contracts and grants
- Clean Town Hall Basement
- Clean and organize ordinance files by year
- NR 115 changes and others to Zoning Ordinance
- Develop ordinances as prioritized by the Town Administrator:
 - Roads to come
 - Driveways to come